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Instructions for Form FTB 8453

California Individual Income Tax Declaration for e-file

General Information

What's New for 1999?

Private Mailbox (PMB) Numbers – If you lease a mailbox from a private business rather than from the United States Postal Service enter the box number in the special field labeled "PMB no." in the address area of form FTB 8453.

Practitioner Tax Identification Number (PTIN) – Tax preparers now have the option of using a unique identification number (PTIN) instead of their social security number when signing individuals' tax returns.

Paying Your Taxes

Your tax return is due on April 17, 2000. If you owe tax it must be paid by April 17, 2000, to avoid penalties and interest. If you choose to file your balance due return electronically, your Electronic Return Originator (ERO) or on-line service provider will give you a completed form FTB 3582, Payment Voucher for Electronically Transmitted Returns.

- Pay by automatic withdrawal: You can have your balance due automatically withdrawn from your checking or savings account. See Part II.
- Pay by check or money order: Mail form FTB 3582 with your check or money order to the Franchise Tax Board using the address printed on the voucher.
- Pay by credit card: You can use your Discover/NOVUS, MasterCard, or American Express card to pay your tax. You will be charged a fee for this service. If you pay by credit card, do not mail the voucher (form FTB 3582) to the Franchise Tax Board (FTB). Call (888) 272-9829, or visit the website: www.8882paytax.com

A Purpose of Form FTB 8453

Taxpayers who file on-line and EROs use form FTB 8453 as an authorization to transmit the tax return electronically to the FTB either directly or through a transmitter. The form also serves as a record of filing an electronic return and the ERO or taxpayer should retain the form FTB 8453 for 4 years from the due date of the return. **DO NOT MAIL FORM FTB 8453 TO THE FTB.**

B Taxpayer Responsibilities

Taxpayer(s) that use an ERO must:

- Verify all information on the form FTB 8453, including social security number;
- . Inspect the paper copy of the return and ensure the information is correct; and
- Sign form FTB 8453 after the return has been prepared but before it is transmitted

Taxpayer(s) that file on-line must retain the following documents for 4 years from the due date of the return and make them available to the FTB upon request:

- Original form FTB 8453;
- Original Form(s) W-2, W-2G, and 1099R; and
- A paper copy of Form 540, Form 540A, Form 540EZ, Form 540 2EZ, or Form 540NR showing the data transmitted to the FTB.

C ERO Responsibilities

The ERO must do all of the following:

- Obtain taxpayer's signature;
- Provide taxpayer(s) with:
 - 1. A copy of form FTB 8453;
 - 2. Form(s) W-2, W-2G, and 1099R; and
 - A print out of a completed Form 540, Form 540A, Form 540EZ, Form 540 2EZ, or Form 540NR.
- Retain the original signed form FTB 8453 for 4 years from the due date of the return.

Specific Instructions

Declaration Control Number (DCN)

The DCN is a unique 14-digit number assigned by the software program to each taxpayer's return. The DCN must be entered in the boxes at the top of form FTB 8453.

Entity Information

Enter the taxpayer's name, address, and social security number (SSN) in the spaces provided. If filing a joint return, include spouse's name and SSN.

Part I – Tax Return Information

Enter only whole dollar amounts. The amounts entered must be the same as reported on the electronically filed return.

Line 2a - Enter the amount to be withdrawn from taxpayer(s) account.

Line 2b - Enter the date the automatic withdrawal is to take place.

Part II – Direct Deposit or Automatic Withdrawal

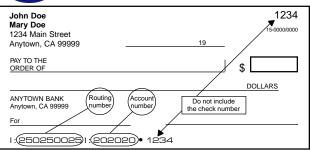
Enrollment in direct deposit/automatic withdrawal is voluntary and applies only to the current year. Taxpayers who want their refunds directly deposited or their payment automatically withdrawn from their account with a bank or other financial institution must complete Part II. Taxpayers should use a check, use a statement, or call their financial institution to verify the routing number and account number.

Line 3 – The routing number must be nine digits and begin with 01 through 12 or 21 through 32.

Line 4 – The account number can be up to 17 characters (both numbers and letters). Include hyphens but omit spaces and special symbols. If fewer than 17 characters, enter the number from left to right and leave the unused boxes blank.



Do not use a deposit slip as it may contain internal routing numbers.



To cancel the automatic withdrawal process, taxpayers must call the FTB at (916) 845-0353 two working days before the date of the withdrawal.

FTB is not responsible when a financial institution rejects a direct deposit or automatic withdrawal transaction. If the bank or financial institution rejects the direct deposit due to an error in the routing number or account number, a paper check will be issued.

If the bank or financial institution rejects the automatic withdrawal due to an error in the routing number or account number, the taxpayer(s) will receive a notice from the FTB that may include penalties and interest.

Part III – Declaration of Taxpayer

An electronically transmitted tax return will not be considered complete or filed unless form FTB 8453 is signed by the taxpayer(s) before the electronic return is transmitted to the FTB.

Part IV – Declaration of Electronic Return Originator (ERO) and Paid Preparer

The ERO must sign and complete this part.

Only handwritten signatures are acceptable. If the ERO is also the paid preparer, the ERO must check the box labeled "Check if also paid preparer."

If the paid preparer is not the ERO, the paid preparer must sign in the space for "Paid Preparer's Use Only."

Refund Information

To find out about your tax refund, call the FTB's automated toll-free telephone service at (800) 338-0505. You will need your social security number, the numbers in your street address, box number or route number, and your ZIP Code to use this service. Refund information is available 24 hours a day, 7 days a week.

Assistance for Persons with Disabilities

The Franchise Tax Board complies with the provisions of the Americans with Disabilities Act. For persons with hearing or speech impairment, call:

From voice phone: (California Relay Service)	(800) 735-2922
From TTY/TDD: (Direct line to FTB customer service)	(800) 822-6258
For all other assistance or special accommodations, call	(800) 852-5711